

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice BU-562

For: State Offices

FY 2000 Initial Funding for County Offices

Approved by: Acting Deputy Administrator, Management



1 Overview

A

Background

On October 22, 1999, the President signed the FY 2000 Department of Agriculture and Related Agencies Appropriations Act, which includes full-year FY 2000 administrative funding for FSA.

There is a need to further assess total fund availability for FY 2000 through analysis of FY 1999 Federal and non-Federal expenditures based on final accounting data and reports for final year-end close, actual FY 1999 County Office workload, the need to cover essential ADP operational costs, and the possibility that Congress may enact supplemental funding before recessing.

Pending final fund availability, a partial allotment is being issued through December 31. County Offices will receive full-year funding after this period or sooner as these issues are resolved.

B

Purpose

This notice issues:

- initial FSA County Office allotments for non-Federal administrative expenses through December 31, 1999, which is the end of pay period 26 (Exhibit 1)
- the designation of full-year funds for overtime for Federal employees (Exhibit 2).

Disposal Date

January 1, 2000

10-22-99

Distribution

State Offices

2 Allotments and Guidelines

A

FY 2000 County Office Allotment Guidelines and Levels

The FY 2000 County allotments in Exhibit 1 are based on the following:

- personnel staff year usage in FY 1999 pay periods 17 and 18 which included peak use of temporary employees

Note: County Office equipment guidelines, estimated by MSD and based on States' requests, are **not** included within the allotments issued. As soon as MSD finalizes their analysis, equipment guidelines will be issued. Since allotments include funding for temporaries at the usage of pay periods 17 and 18, States and counties may continue to operate at current levels without disruption through pay period 26.

- an average of cumulative nonpayroll expenditures through September 11, 1999, plus an estimate for inflation for rent and utilities, and an estimate for within grades and promotions. This estimate does not include the future pay raise of 4.8 percent effective January 2000.

Based on each State's total allotment issued on Exhibit 1, States will estimate and allot only check limitation to non-Federal County Offices for nonpayroll expenses. **Check limitation for personnel costs, withholdings, and Agency contributions will not be allotted to individual County Offices.** Payroll will be transmitted to NFC by Kansas City for all County Office employees. County Offices will enter check limitation in the automated CCC-514 ledger and County Office expense system for **only** nonpayroll expenses on the System 36. Expenditure reports will continue to be distributed to State and County Offices for these other (nonpayroll) operating expenditures. Travel is a nonpayroll expense, except COC travel (see Notice FI-2392, subparagraph 4 B).

B

FY 2000 Guideline for Federal Employee Overtime

In addition to initial non-Federal administrative allotments issued in Exhibit 1 for County Offices, a guideline for State Office **Federal** employee overtime has been established to meet anticipated high workload demands, including farm loan servicing activities, and selected State Office administrative functions.

Exhibit 2 provides a dollar guideline for each State for Federal employee overtime which cannot be exceeded without a revision approved by DAM and EDSO. The guideline is not an allotment, but Federal overtime expended will be charged to the State in the Agency accounting system and will be monitored by BUD and EDSO.

3 Action

A State Office Action

State Offices **shall:**

- **determine the amount of check limitation required for nonpayroll expenses** in individual County Offices to pay non-Federal administrative expenses **through December 31, 1999, pay period 26**
 - hold a reasonable reserve at the State Office level to cover expenditures made on behalf of County Offices for non-Federal nonpayroll administrative payments
 - advise County Offices, by a State Office notice:
 - to adjust FY 2000 CCC-514 by recording check limitation using Menu NAA000, option 6, "Check Limitation and Ledger Control"
 - that all FY 2000 administrative payments issued to date, before receiving this additional allotment, will be applied to the total allotment
 - **monitor personnel costs, withholdings, and Agency contributions (not issued to County Offices)**, as well as all nonpayroll check limitation issued to County Offices for all other operating expenses against the total State allotment
 - **promptly advise KCMO, on FSA-510, of additional nonpayroll check limitation issued to County Offices, and FAX a copy to BUD at 202-690-3902**
 - advise BUD, in writing, through EDSO, of any needed adjustments in the total allotment, including any adjustments between payroll (all personnel costs) and nonpayroll allotments. Include the reasons for the adjustment.
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B Obsolete Notice

Notice BU-560 is obsolete.

FY 2000 Funding for County Offices Through December 31, 1999

FY 2000 INITIAL COUNTY OFFICE ALLOTMENTS					
STATE	WITHHOLDINGS AND AGENCY CONTRIBUTIONS (1)	PERSONNEL COSTS (2)	SUB TOTAL PAYROLL ALLOTMENT (1+2) (3)	NON-PAYROLL ALLOTMENT (4)	TOTAL COUNTY OFFICE ALLOTMENTS a/ (3+4) (5)
Illinois	\$3,128,000	\$3,285,000	\$6,413,000	\$2,094,000	\$8,507,000
Indiana	2,057,000	1,988,000	4,045,000	1,336,000	5,381,000
Iowa	3,791,000	3,801,000	7,592,000	2,153,000	9,745,000
Michigan	1,518,000	1,459,000	2,977,000	1,391,000	4,368,000
Minnesota	2,514,000	2,790,000	5,304,000	1,408,000	6,712,000
Missouri	2,592,000	2,591,000	5,183,000	1,712,000	6,895,000
Ohio	2,088,000	2,149,000	4,237,000	1,142,000	5,379,000
Wisconsin	1,985,000	2,085,000	4,070,000	1,230,000	5,300,000
TOTAL MWA	\$19,673,000	\$20,148,000	\$39,821,000	\$12,466,000	\$52,287,000
Connecticut	\$97,000	\$101,000	\$198,000	\$73,000	\$271,000
Delaware	68,000	55,000	123,000	62,000	185,000
Maine	244,000	223,000	467,000	268,000	735,000
Maryland	316,000	342,000	658,000	192,000	850,000
Massachusetts	148,000	145,000	293,000	110,000	403,000
New Hampshire	73,000	91,000	164,000	130,000	294,000
New Jersey	97,000	133,000	230,000	142,000	372,000
New York	873,000	948,000	1,821,000	916,000	2,737,000
Pennsylvania	1,084,000	1,206,000	2,290,000	777,000	3,067,000
Rhode Island	24,000	21,000	45,000	4,000	49,000
Vermont	126,000	160,000	286,000	157,000	443,000
Virgin Islands	3,000	11,000	14,000	2,000	16,000
West Virginia	513,000	536,000	1,049,000	395,000	1,444,000
TOTAL NEA	\$3,666,000	\$3,972,000	\$7,638,000	\$3,228,000	\$10,866,000
Alaska	\$25,000	\$39,000	\$64,000	\$36,000	\$100,000
Idaho	797,000	778,000	1,575,000	634,000	2,209,000
Montana	1,459,000	1,501,000	2,960,000	931,000	3,891,000
Nebraska	2,770,000	3,055,000	5,825,000	1,304,000	7,129,000
North Dakota	1,904,000	2,247,000	4,151,000	1,089,000	5,240,000
Oregon	548,000	495,000	1,043,000	493,000	1,536,000
South Dakota	2,044,000	2,301,000	4,345,000	1,165,000	5,510,000
Washington	550,000	619,000	1,169,000	456,000	1,625,000
Wyoming	403,000	421,000	824,000	228,000	1,052,000
TOTAL NWA	\$10,500,000	\$11,456,000	\$21,956,000	\$6,336,000	\$28,292,000

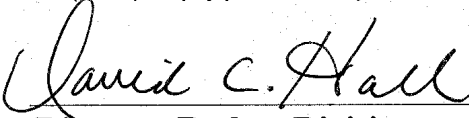
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FY 2000 Funding for County Offices Through December 31, 1999 (Continued)

FY 2000 INITIAL COUNTY OFFICE ALLOTMENTS					
STATE	WITHHOLDINGS AND AGENCY CONTRIBUTIONS (1)	PERSONNEL COSTS (2)	SUB TOTAL PAYROLL ALLOTMENT (1+2) (3)	NON-PAYROLL ALLOTMENT (4)	TOTAL COUNTY OFFICE ALLOTMENTS a/ (3+4) (5)
Alabama	\$1,207,000	\$1,207,000	\$2,414,000	\$801,000	\$3,215,000
Arkansas	1,674,000	1,599,000	3,273,000	588,000	3,861,000
Florida	643,000	705,000	1,348,000	481,000	1,829,000
Georgia	2,143,000	2,052,000	4,195,000	852,000	5,047,000
Kentucky	2,156,000	2,147,000	4,303,000	1,285,000	5,588,000
Louisiana	1,119,000	1,092,000	2,211,000	825,000	3,036,000
Mississippi	1,701,000	1,568,000	3,269,000	1,358,000	4,627,000
North Carolina	2,608,000	2,700,000	5,308,000	1,241,000	6,549,000
Puerto Rico	17,000	110,000	127,000	12,000	139,000
South Carolina	1,019,000	904,000	1,923,000	566,000	2,489,000
Tennessee	1,758,000	1,927,000	3,685,000	1,046,000	4,731,000
Virginia	1,232,000	1,287,000	2,519,000	1,021,000	3,540,000
TOTAL SEA	\$17,277,000	\$17,298,000	\$34,575,000	\$10,076,000	\$44,651,000
Arizona	\$216,000	\$225,000	\$441,000	\$198,000	\$639,000
California	841,000	1,022,000	1,863,000	729,000	2,592,000
Colorado	842,000	875,000	1,717,000	444,000	2,161,000
Hawaii	70,000	98,000	168,000	31,000	199,000
Kansas	3,245,000	3,431,000	6,676,000	2,155,000	8,831,000
Nevada	105,000	114,000	219,000	81,000	300,000
New Mexico	402,000	407,000	809,000	217,000	1,026,000
Oklahoma	1,879,000	1,846,000	3,725,000	1,070,000	4,795,000
Texas	4,700,000	5,298,000	9,998,000	3,506,000	13,504,000
Utah	375,000	372,000	747,000	257,000	1,004,000
TOTAL SWA	\$12,675,000	\$13,688,000	\$26,363,000	\$8,688,000	\$35,051,000
TOTAL ALL AREAS	\$63,791,000	\$66,562,000	\$130,353,000	\$40,794,000	\$171,147,000

a/ Includes FY 2000 County Office Allotments previously issued in Notice BU-560.

NOTE: Check Limitations issued to counties shall include only the non-payroll allotments (col. 4) through December 31, plus funds needed from personnel costs (col. 2) for pay period 20 only.



Director, Budget Division

10-22-99
Date

FY 2000 Federal Employee Overtime Guideline

States FY 2000 Guideline*
for Federal Employee Overtime

States	Overtime Amount
Alaska.....	\$3,000
Idaho.....	49,233
Montana.....	53,689
Nebraska.....	125,037
North Dakota.....	118,214
Oregon.....	24,534
South Dakota.....	151,412
Washington.....	26,698
Wyoming.....	14,524
Total Northwest Area.....	566,341
Alabama.....	41,872
Arkansas.....	106,312
Florida.....	26,291
Georgia.....	57,489
Kentucky.....	110,884
Louisiana.....	82,989
Mississippi.....	102,916
North Carolina.....	63,865
Puerto Rico.....	20,000
South Carolina.....	34,647
Tennessee.....	77,138
Virginia.....	30,625
Total Southeast Area.....	755,028
Arizona.....	11,124
California.....	48,435
Colorado.....	32,808
Hawaii.....	7,000
Kansas.....	122,506
Nevada.....	4,498
New Mexico.....	20,578
Oklahoma.....	142,515
Texas.....	212,817
Utah.....	32,239
Total Southwest Area.....	634,520
Illinois.....	118,227
Indiana.....	58,675
Iowa.....	176,284
Michigan.....	65,827
Minnesota.....	139,227
Missouri.....	109,210
Ohio.....	38,701
Wisconsin.....	104,402
Total Midwest Area.....	810,553
Connecticut.....	3,638
Delaware.....	2,609
Maine.....	18,627
Maryland.....	9,608
Massachusetts.....	11,218
New Hampshire.....	3,748
New Jersey.....	9,582
New York.....	74,669
Pennsylvania.....	51,732
Rhode Island.....	1,492
Vermont.....	15,539
West Virginia.....	31,096
Total Northeast Area.....	233,558
Total States.....	\$3,000,000

*Funds are not actually allotted, but States must stay within their guideline.